

Minutes of the Public Works Committee - October 7, 2003

The meeting was called to order at 1:00 p.m. by Chair Manke.

Present: Chair Richard Manke, County Board Supervisors James Behrend, Genia Bruce, Hank Carlson, Rodell Singert, David Swan; **Absent:** Karl Nilson

Staff Present: County Board Chief of Staff Lee Esler

Also Present: Public Works Bldg. Operations Mgr. Mark Keckeisen, Business Mgr. Betsy Crosswaite, Airport Mgr. Keith Markano, Airport Commission Chair Ray Perry, Budget Specialist Linda Witkowski, Bob Johnson and Andrew Johnson of Waukesha Metro Transit, County Board Supervisor Bonnie Morris

Review and Discuss the 2004 Operating Budget for which the Committee Has Budget and Policy Oversight

Public Works – Mass Transit:

Manke asked Johnson about the vendor dispute with Coach USA. B.Johnson said that the issue really was about paying \$2.4 million more over the 5-year lifetime of the contract for on-board toilet facilities.

Crosswaite said that the transit fund and highway fund have been consolidated into the transportation fund. The most dramatic change is that state and federal transit revenues are going directly to the transit administrator. Levy is decreasing because of change in routes, increase for fare box revenues, and probable favorable bids.

B.Johnson said service on Route #9 is reduced to weekdays only. Milwaukee transit runs routes nearby. The 2004 budget proposes reducing JARC (part of) funding for Routes #9 and #106. They will still be running but not late nights or weekends. B.Johnson said these routes would be further analyzed this fall and winter.

B.Johnson said new contracts went out for all routes. He said you probably read newspaper articles of the outcome of these bids, which are being discussed.

Singert said he received a call last night from a person who uses the Mukwonago line who had a concern with dependability and safety of the new vendor. He asked if the bid was a low ball to get a foot in the door. B.Johnson said the RFP process was on criteria other than cost – cost was 45%. MV Transportation is a very large company, but without an operation in Wisconsin. He said, though, that Coach USA was substantially underbid, but the recommendation of the evaluation committee was unanimous. A.Johnson said MV Transportation said their costs will hold and they have the capability.

Singert asked about the features on the bus. B.Johnson said they have 43-seat capacity, but they do not have toilets. Manke said Wisconsin Coach is actually Coach USA.

Singert asked how MV Transportation would service their vehicles. B.Johnson said they would either (depending on number of routes awarded) use leased buses or use Ryder service (repair).

Esler asked about the new Route #11. B.Johnson said it would start in August 2004 from the downtown terminal in Waukesha to the industrial park in Pewaukee between and around

Highway 164 and CTH J. This route was recommended in the Waukesha County adopted Transit Plan. CMAQ would pay 80% of the service for 3 years. For 2004, the estimated cost is \$39,805, net cost is \$32,545, CMAQ funding is \$26,036, and the local county share is \$6,500.

Esler asked about Routes #6 and #8. How are these routes being negotiated for 2004? A.Johnson said that is an agreement between Waukesha County, Milwaukee County Transit and Quad/Graphics. Because of the 3-way agreement it did not seem prudent to bid it at this point so an RFP was not put out on the street. Esler said the contracts terminate at the end of this year. In terms of their renewal even with the same provider, how are they being negotiated (what price increase)? B.Johnson said they would negotiate that the same as any other contract and would look for the most reasonable price. Esler said then the arrangement for clarification is – 40% funded by Quad, 30% by Milwaukee, 30% by Waukesha and Quad keeps the fare box revenues. B.Johnson said that is correct.

Esler asked about risk of the fare box. Under the old arrangement with Coach, they bore the risk. Under the 2004 contracts, the county will have the risk of the fare box. B.Johnson said no, because your levy is \$50,000 less next year. He said Wisconsin Coach Lines has an arrangement, which is not in writing, where they guaranteed the fare box revenue for the routes that they operated. However, B.Johnson said they've never been able to prove one way or another if the number is high or low because they do not know how much money they are taking in. He suspects it is low, because B.Johnson doesn't think they would be operating the routes at a loss. Esler asked how will the county receive the revenues? B.Johnson said it would be a credit, which Crosswaite keeps track of. Crosswaite said previously the revenue never came to the county. We were billed gross expenses less fare box which leaves a net amount. Now what will fluctuate is the fare box credit.

Manke asked is the operating expense for the Park and Ride lots part of the \$792,000? Crosswaite said yes. There is about \$45,000 total for Park and Ride lot maintenance for three lots.

Esler asked B.Johnson have you received designation as the recipient of FTA funds? He said no. Esler asked so Waukesha County is still the recipient? B.Johnson said yes but Bolte approves it.

Singert asked if there is a \$2 million savings, where does it end up? Would the levy be reduced on the \$736,000? A.Johnson replied the situation they are looking at is a savings of approximately \$2.4 million over the five years which allows them to put out service that is almost exactly what is being put out now. By achieving the \$1/2 million saving per year over the life of the contract, they can provide a similar level of service. If they have to go to a more expensive provider, commuter service would have to be cut back as well as other services as necessary.

Swan asked on Page 304 about the ridership counts on Route #8. A.Johnson said Milwaukee and Waukesha split ridership counts. In 2002 the number was total count (which was not correct). On #9, the route was scaled back.

Behrend asked about the stability of \$3/4 million in levy. A.Johnson said the state's amount of revenue in 2005 will be the same as in 2004. Behrend said the line is getting fuzzy between what is City of Waukesha and what is Waukesha County. A.Johnson said the numbers are audited by both the state and independent auditors so there will be a very clear definition of how funds are being spent.

Manke asked is the \$2.5 million both the county and the city share? B.Johnson said the federal is \$1.8 million which is split and the county share is \$900,000. B. Johnson said by only doing one grant and the city being the grantee, it gets the county off the hook for all the federal requirements.

Swan asked about the cost per passenger count and total cost per route count. B.Johnson said we have provided information from time to time. The last time was in June.

Singert asked if the county wanted to save another \$50,000 next year, would it be possible? A.Johnson said they were asked earlier in this process to eliminate another \$50,000 and, if they did so, they would eliminate the two Quad/Graphics routes and abandon new Route #11 CMAQ. Singert said could a county board supervisor be on the Transit Commission? B.Johnson said it was in the original contract and then taken out. If you want it in, a request should be made in writing. Manke said he doesn't think the appointment should be limited to a county board supervisor but rather to a county person. This item will be agendized for the next meeting.

Motion: Behrend moved, second by Carlson, to tentatively approve the 2004 Public Works – Mass Transit operating budget. **Motion carried 6 – 0.**

Manke left the meeting briefly. Swan presided.

Future Agenda Items

Discuss the submittal of a letter to request that a county board supervisor or county person be appointed to the Transit Commission.

Manke returned to the meeting.

Meeting Approvals

Motion: Swan moved, second by Behrend, to authorize attendance to the Specialized Transportation Forum on November 13, 2003 at the Waukesha County Library, Cutler Room, 321 Wisconsin Avenue. **Motion carried 6 – 0.**

Review and Discuss the 2004 Operating Budget for which the Committee Has Budget and Policy Oversight (*Second Review*)

Public Works – All Funds:

Crosswaite was present. Regarding Vehicle Replacement, Manke commented that in 2004 there are 61 vehicles replaced. That it is a big jump. The committee discussed extending the replacement cycle, and this should be explored.

Singert asked about the three interns in the 2004 operating budget and costs thereof. Crosswaite said the three interns are part of the Highway Fund and will be helping to maintain the medians. She said she didn't have the exact costs with her. They are anticipating that half of the cost will be state funded because there are also state medians. The cost is approximately \$20,350.

Motion: Behrend moved, second by Carlson, to tentatively approve all funds of the 2004 Public Works operating budget. **Motion carried 5 – 1; Singert voting no.**

Airport:

Markano was present. He stated the Airport budget is pretty self-explanatory. He reviewed the mission, financial summary, and position summary. Total expenditures are \$1,077,091 and total revenues are \$805,638 for a tax levy of \$271,453. The increase for personnel costs of 5.8% is mainly due to merit increases and benefits. Markano continued with a review of departmental objectives and major strategic achievements. He went on to highlight Airport Development funds which include the following: Building, Grounds & Ramp Operations/Fixed Based Operator; Control Tower & Fueling Operations; and Administrative Services. He covered staffing, financial summaries, program highlights, and activity.

Markano said the state has said they are reorganizing the Bureau of Aeronautics but he has not heard what the reorganization will entail. There is no information at this time. Markano said he is the President of the Wisconsin Airport Manager's Assn. this year, and they've offered their assistance in helping them to streamline but weren't taken up on their offer.

Manke asked about the fuel tank being purchased in 2003. Is this the additional tank? Markano said yes and it will be repaid by the FBO. An ordinance is forthcoming. Markano said they've seen a decrease in airport operations since 2001, but there is an increase in fuel sales. In a way, it is contradictory, but there isn't enough data to analyze.

Esler asked what is the CPI adjustment to the land leases? Markano said they run from June to the following July. This gets done in May so the data only reflects up to April and is an average of 1.7%.

Singert questioned why the consultant marketing services are being eliminated. Markano said this area was used because something had to be cut and everything else is as tight as it can be. Singert stated he hopes this is a short-term solution and in the long term the airport will be marketed in every way possible.

Behrend asked how do we get the airport to non-levy? Markano said the long-term picture would be to put Aviation Drive through and then do something with the land that borders between the Airport and Expo with types of businesses that will be beneficial to both. For example, there is no restaurant in the area, which would probably do very well. Manke asked were you informed about Executive Finley's initiative regarding Expo? Markano said he has a little bit. Perry said regarding the lands along Bluemound, there are plans to pick that up, and they will do what they can with 500 acres. Manke said if you get to 95/5 funding on revenue for Airport Road, the County Board will go along with it.

Singert stated in the mission of the airport, what he finds missing is the protection of the airspace as the critical part of any positive or great improvement to the airport. It should be part of the mission.

Motion: Behrend moved, second by Carlson, to tentatively approve the 2004 Airport operating budget. **Motion carried 6 – 0.**

Review and Make Recommendations on Any and All Position Requests in the Operating Budgets for which the Committee Has Budget and Policy Oversight

This item was discussed as part of the operating budgets.

Carlson left the meeting.

Discuss and Consider Bids for the Human Services Energy Management System (200304)

Motion: Behrend moved, second by Singert, to remove the aforementioned agenda item from the table. **Motion carried 5 – 0.** Carlson returned to the meeting.

Keckeisen distributed a packet of background information on the bids which he reviewed with the committee.

Motion: Swan moved, second by Behrend, to approve the bid from Carrier Corp. in the amount of \$95,604 for the Base Bid and Alternate Bids 1, 2, 3 and 4. **Motion carried 6 – 0.**

Motion to adjourn: Singert moved, second by Carlson, to adjourn the meeting at 3:45 p.m.
Motion carried 6 – 0.

Respectfully submitted,

Genia C. Bruce
Secretary

LE/sm